

13th December 2020

Dear Parent/Carer

I am writing to update you on the end of term arrangements and a change of term dates. Due to the present circumstances, we will start the Spring term on **Tuesday 5th January**. This is a decision by the Governing Body to support staff by having a training day to update COVID procedures and prepare for what could be a difficult January and February. This revised start date is in line with the start of the term date of all the secondary schools in Sleaford. However, it does have an impact with the Summer term now finishing on Thursday 22nd July.

We have received instructions from the DfE that Schools must continue to assist with Contact Tracing into the festive period. Below is a summary of what you should do.

If your child shows symptoms within the first two days of the Festive Holidays

If a pupil or staff member tests positive for COVID-19, having developed symptoms within 48 hours of being in school (18th or 19th December 2020), you must contact the school via head@st-andrews.lincs.sch.uk

Following notification of positive cases, we will inform the parents of children who are classed as close contacts. These children will then be required to self-isolate. This message will be sent via TEXT and EMAIL.

If your child shows symptoms after the first two days of the Festive Holidays

Where a pupil tests positive for COVID-19, having developed symptoms more than 48 hours since being in school (Sunday 20th December onwards), you do not need to contact the school but will need to follow NHS advice. Schools do not need to be informed about their absence until the first day of the new term.

Staff responsible for contact tracing will be checking at 11 am for the first six days, until 23rd December 2020. This is to allow for any postal results which may be delayed.

The staff will only be answering Covid-19 related messages during the festive period. Please note, if your email is sent to school after 11 am, this will be dealt with the following day.

Schools have been requested to check Covid related emails up until Wednesday 23rd December 2020.

In the nicest possible way, we hope that nobody has to contact us and that families can have a wonderful 'Covid-free' Christmas together

Yours sincerely

Mr D W Hodgson